

REPORTS INVENTORY						CONTROL NO.
PREPARE IN DUPLICATE						DDS/OL/PSD 10
1. TITLE OF REPORT (if a fill-in report include Form No.) Manpower and Cost Summary Report Semiannual Report of Accomplishments					2. TYPE OF REPORT	<input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING
3. FUNCTIONAL AREA	PERSONNEL	LOGISTICS	MEDICAL	TRAINING	SECURITY	<input checked="" type="checkbox"/> ADMIN. GENERAL OTHER (specify)
4. NO. OF COPIES PREPARED 4	5. FREQUENCY (weekly, monthly, quarterly, etc.) 3 times a year			6. DISTRIBUTION (No. of components not number of copies) 1		
7. FORMAT (memorandum, form computer print-out, etc) Memorandum	8. ADP PROCESSING <input type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. <input checked="" type="checkbox"/> NO			9. DIRECTIVE AUTHORITY REQUIRING REPORT LI 70-13 dtd 14 January 1969		
10. PREPARING COMPONENT (include lowest level contributing information to report) Chief, Systems Staff, PSD			11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) None			
12. COST FACTORS						
A. MANUAL PREPARATION AND REVIEW COSTS						
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X
						TIMES PREPARED = COST PER YEAR
GS-14	\$ 10.07		5 hours		\$ 50.35	3
GS-7	4.28		45 min.		3.21	3
B. COSTS OF COMPUTER PRODUCED REPORTS						
None						
TOTAL COSTS PER YEAR						\$ 160.68
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. Required by Logistics Instruction.						
14. FUTURE GOALS						
GOAL PROPOSED BY COMPONENT FOR THIS REPORT					ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE					<input type="checkbox"/> OTHER (explain) None	
16. DATE OF INVENTORY 8 OCT 1970					18. EXTENSION	